

UID / RFID WORKING GROUP MEETING MINUTES

2 MARCH 2004

1. **General:** The UID / RFID Working Group Meeting was conducted on 2 March 2004 from 1400-1500 in the Logistics Operations Center (LOC). The agenda for the meeting is included as enclosure (1). The attendees list is provided as enclosure (2) and the action item spreadsheet is enclosure (3).

2. **Purpose:** The purpose of this meeting was to discuss the upcoming UID/DLMS Workshop, the Navy AIT Steering Group Meeting, and to sign the Working Group Charter prior to forwarding to Mr. Trammell for his signature.

3. **Points of Interest/Issues/Discussion:** The discussions at this Working Group meeting are provided below:

- The Overarching Steering Committee Charter has been drafted and is being reviewed within PP&O. Upon completion of this process, it will be forwarded to the Working Group for their input.
- Attendees for the 9-10 March 2004 UID/DLMS Workshop were confirmed and their respective "Areas of Interest" were reviewed. Each attendee is responsible for registering for the workshop online and was reminded of the \$40 conference fee, payable at the conference in cash only. Additionally, the Depot Maintenance UID Implementation IPT will conduct their first meeting as the "Maintenance Management/Operations Area of Interest" at the UID/DLMS Workshop, and will discuss the OSD tasking of 17 December 2003 regarding the impact of UID implementation within depots. Ms. Pat King will be attending this IPT on behalf of the Maintenance Directorate/Maintenance Centers. She and Mr. Greg Russell will meet on Friday, 5 March, to address last minute issues.
- The Maintenance Directorate drafted a reply to HQMC in response to LOGCOM tasker 4058-1, further articulating LOGCOM's assessment of the impact of UID in the depot. A cover letter was finalized, signed by Col Lee and the package was forwarded to HQMC on 2 March 2004.
- The Working Group members were asked again to provide a bulleted list of planned and ongoing UID and/or RFID initiatives and issues. This information will be used to begin the process of documenting a timeline (mandated dates versus expected dates), the resources required to accomplish the mandates (funding, personnel, hardware, software, etc.), and will help to ensure a great deal of effort isn't expended in the wrong direction. This information will also assist in identifying specific areas on which to focus in the near term and the development of a CONOPS.
- The Working Group members present at this meeting signed the charter and those teleconferenced in gave their verbal agreement. PP&O will schedule a meeting with Mr. Trammell to brief him on the intent and efforts of the group and to request his signature.
- Possible dates for conducting a Telesis (vendor) parts marking technical demonstration at LOGCOM were discussed. The dates being considered are 24-25 March or 13-14 April. We would like to encourage attendance by the senior leadership within the Command. Therefore, we will try to conduct the demonstration, consisting of a 30 minute brief followed by an actual demonstration of pin stamping, in the Transformation Bridge of

Building 3500. The Working Group will be notified as soon as a date and location are confirmed.

- A meeting was conducted with Mr. Mike Murphy (P&R) to discuss avenues of funding for the UID and RFID efforts. We have missed the timeframe for POM-06 submissions, but may have an opportunity to gain access to funding during actual execution years prior to the next POM cycle. The Working Group members were asked to provide their anticipated funding requirements. PP&O will draft a funding strategy, including both near and long term objectives, for review by the Working Group. This funding strategy/plan will then be forwarded to the senior leadership for consideration. Mr. Murphy has provided the format used to introduce POM initiatives, which can be used in identifying required funding during the execution year.
- Mr. Greg Russell, along with representatives from the Maintenance Centers, will be attending the Navy AIT Steering Group Meeting on 16-17 March. LOGCOM was asked to present a brief on the projects initiated by the Maintenance Directorate with Penn State and various Navy organizations. This Group may agree to fund the Phase II project, which includes Navy requirements and is estimated to cost \$150K. However, Mr. Russell's initial review of the funding profile required indicates that this project may not be a good fit, and may require changes to the identified goals, objectives, and outcomes. Another option is to eliminate the Navy requirements and fund it through Marine Corps channels. The cost for our portion only is estimated at \$75-85K. Mr. Russell will report out to the Working Group upon his return.

4. Considerations/Key Points:

- **Significant Issue:** In an effort to reduce the continued burden of UID and/or RFID questions, taskings, etc. on individuals, organizations and departments need to be made aware that all such requests should flow through the Working Group Co-Chairs (PP&O) for further dissemination to the appropriate persons. This will assist in ensuring all are kept informed and will aid in proper routing of requests.
- **Significant Issue:** The SYSCOM PM's must be involved! The requirements associated with UID and/or RFID should come to LOGCOM through the acquisition documents and/or the SYSCOM PM's. They should be determining such things as where the mark should be placed on the part (through collaboration with the Equipment Specialists), how the part should be marked, the drawing changes required, and addressing the legacy equipment concerns (i.e., what is cost effective to mark and what isn't). The depots do not have the authority to make these decisions. Also, the type of marking and its durability should also be considered given the process some equipment goes through at the Maintenance Center (i.e., sanding, blasting, painting, etc.).
- **Significant Issue:** Interoperability is a must! Considerations should be given to the Joint environment we operate in when acquiring technology in support of these initiatives. It is imperative that we consider a Naval Corporate approach to addressing these OSD mandates.

5. Next Steps:

- The next Working Group meeting will be scheduled after the conclusion of both the UID/DLMS Workshop and the Navy AIT Steering Group Meeting.
- The draft version of the minutes from this meeting will be forwarded to the Working Group for their review and comment. Once finalized, the minutes will be posted to the UID/RFID Working Group website.

*** DRAFT ***

UNIQUE IDENTIFICATION (UID) /
RADIO FREQUENCY IDENTIFICATION (RFID)
WORKING GROUP

MEETING AGENDA

02 March 2004

1400	General Information	Co-Chairs
1405	General Discussion UID Conf 9-10 Mar 04	All
1440	Discussion Navy AIT Steering Group Meeting 16/17 Mar 04	Mr. Russell
1450	Sign Working Group Charter	All
1500	Adjourn	

Enclosure 1

*** DRAFT ***

LOGCOM UID / RFID WORKING GROUP March 2, 2004						
ORGANIZATION	REPRESENTATIVE	PRI / ALT	DIV / DEPT	EMAIL	PHONE (DSN)	INITIALS
PP&O	Pat King	Co-Chair	Current Ops	kingpo@logcom.usmc.mil	567-7528	X
	Kim Wilbanks	Co-Chair	Future Ops	wilbanksks@logcom.usmc.mil	567-7189	X
	Debbie Mixon	Alt	Future Ops	mixonddg@logcom.usmc.mil	567-7267	
	Maj Brian O'Leary	Alt	Future Ops	olearybr@logcom.usmc.mil	567-6985	X
Blount Island Command	Len Fritz	Pri	Business Mgr	fritzl@bic.usmc.mil	904-696-5065 (comm)	CC
C4	Brenda Williams	Pri	Info Support Div	williamsbj@logcom.usmc.mil	567-9031	X
	Lenora Wingate	Alt	Legacy Apps Dept	wingatelf@logcom.usmc.mil	567-5594	
Contracts	Kim Tompkins	Pri	Compl & Bus Mgmt Div	tompkinska@logcom.usmc.mil	567-6770	X
	Larry McNutt	Alt	Compl & Bus Mgmt Div	mcnuttlr@logcom.usmc.mil	567-6730	
Maintenance Ctr, Albany	Jim Gagnon	Pri	Engineering Dept	gagnonje@logcom.usmc.mil	567-5359	
	Bill Baker	Alt	Engineering Dept	bakerwg@logcom.usmc.mil	567-6952	X
Maintenance Ctr, Barstow	Louis Alvarez	Pri	Engineering Dept	alvarezl@barstow.usmc.mil	282-7647	CC
Maintenance Directorate	Greg Russell	Pri	Engineering Dept	russellgj@logcom.usmc.mil	567-8072	X
	Mischa Sharpe	Alt	Engineering Dept	sharpemc@logcom.usmc.mil	567-6815	
P & R	Mke Murphy	Pri		murphyjm@logcom.usmc.mil	567-6029	
Radiological Control	Larry Davis	Pri		davisls@logcom.usmc.mil	567-5511	Truver
S & A	Katrina Gaffney	Pri	Enterprise Int Div	gaffneykg@logcom.usmc.mil	567-7378	X
	Capt Mark Zipsie	Alt	Enterprise Int Div	zipsiemw@logcom.usmc.mil	567-7188	X
SCMC	CWO Chris Peterson	Pri	55A	petersond@logcom.usmc.mil	567-6851	
	Tracy Watson	Alt	SCID	watsonte@logcom.usmc.mil	567-6465	X
DLA, HQ	Debbie Whitley	Pri	J4 - USMC Team	deborah.whitley@dla.mil	427-0394	CC
	Lisa Brown	Alt	J4 - USMC Team	lisa.brown@dla.mil	427-1424	
DLA, DDAG (Ad-hoc)	Maj Mark Campaigne	Pri		mark.campaigne@dla.mil	567-6393	
	Patricia Anderson	Alt		patricia.a.anderson@dla.mil	567-5848	
SYSCOM (Ad-hoc)	Mke Barry	Pri	Acquisition Logistics	baryrm@mcsc.usmc.mil	567-5035	
Note: CC in the INITIALS column indicates representative participated via Conference Call.						

Enclosure 2

*** DRAFT ***

UID / RFID WORKING GROUP ACTION ITEMS (updated 17 March 2004)					
DATE	SPECIFIC ACTION	RESPONSIBLE ORG/PERSON	DUE DATE	CLOSED	COMMENTS
08-Jan-04	Schedule UID/RFID PME @ LOGCOM with Ricky Morton	PP&O	ASAP		
03-Feb-04	Coordinate with Ricky Morton re: Army passive tag demo in CA for USMC	PP&O	ASAP		
19-Feb-04	Complete & submit Navy's AIT Prototype documentation for possible funding	Maint Dir	Summer 2004		May not be required
19-Feb-04	Schedule part marking technical demos	Maint Dir	As required		Tentative dates proposed
19-Feb-04	Draft info re: stand-up of Overarching Steering Committee (OSC)	PP&O	03-Mar-04		Draft being reviewed within PP&O
19-Feb-04	Submit bullets identifying initiatives, expected dates vs. mandated dates, and required resources for establishing a timeline	All WG Members	19-Mar-04		Due date extended from 27 Feb 04
02-Mar-04	Submit funding requirements ISO UID/RFID for strategy/plan development	All WG Members	19-Mar-04		
02-Mar-04	Reserve Transformation Bridge for part marking demos and schedule with Executive Leadership	PP&O	As necessary		
02-Mar-04	Gather info re: I MEF RFID efforts ISO OIF II	PP&O	ASAP		

Enclosure 3